

FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted ELECTION ASSISTANCE COMMISSION	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) WY20101001
--	--

3. Recipient Organization (Name and complete address including Zip code)

SECRETARY OF STATE, WYOMING
STATE CAPITOL BLDG 200 W 24TH ST, CHEYENNE, WY 820020001

4a. DUNS Number	4b. EIN	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
-----------------	---------	---	--	--

8. Project/Grant Period (Month, Day, Year) From: March 28, 2018 To: September 30, 2019	9. Reporting Period End Date (Month, Day, Year) September 30, 2020
---	--

10. Transactions Cumulative

(Use lines a-c for single or combined multiple grant reporting)

Federal Cash (To report multiple grants separately, also use FFR Attachment):

a. Cash Receipts	\$6,000,000.00
b. Cash Disbursements	\$2,541,605.62
c. Cash on Hand (line a minus b)	\$3,458,394.38

(Use lines d-o for single grant reporting)

Federal Expenditures and Unobligated Balance:

d. Total Federal funds authorized	\$6,000,000.00
e. Federal share of expenditures	\$2,541,605.62
f. Federal share of unliquidated obligations	\$0.00
g. Total Federal share (sum of lines e and f)	\$2,541,605.62
h. Unobligated balance of Federal funds (line d minus g)	\$3,458,394.38

Recipient Share:

i. Total recipient share required	\$750,000.00
j. Recipient share of expenditures	\$750,000.00
k. Remaining recipient share to be provided (line i minus j)	\$0.00

Program Income:

l. Total Federal share of program income earned	\$180,355.94
m. Program income expended in accordance with the deduction alternative	\$0.00
n. Program income expended in accordance with the addition alternative	\$180,355.94
o. Unexpended program income (line l minus line m and line n)	\$0.00

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:					\$0.00	\$0.00	\$0.00

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:
 State Interest Earned: \$0.00 - State Interest Expended: \$0.00 - Program Income Earned: \$0.00 - Program Income Earned Breakdown:

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official Wheeler, Karen Deputy Secretary of State	c. Telephone (Area code, number, and extension) d. Email Address
b. Signature of Authorized Certifying Official Wheeler, Karen	e. Date Report Submitted (Month, Day, Year) December 23, 2020

Standard Form 425
 OMB Approval Number: 4040-0014
 Expiration Date: 02/28/2022

Paperwork Burden Statement
 According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 4040-0014. Public reporting burden for this collection of information is estimated to average 1 hour per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: US Department of Health & Human Services, OS/OCIO/PRA, 200 Independence Ave, SW, Suite 336-E, Washington DC 20201. Attention: PRA Reports Clearance Officer

FEDERAL FINANCIAL REPORT

(Additional Page)

Federal Agency & Organization : ELECTION ASSISTANCE COMMISSION

Federal Grant ID : WY20101001

Recipient Organization : SECRETARY OF STATE, WYOMING
STATE CAPITOL BLDG 200 W 24TH ST, CHEYENNE, WY 820020001:

DUNS Number :

DUNS Status when Certified :

EIN :

Reporting Period End Date : September 30, 2020

Status :

Remarks :

Federal Agency Review

Reviewer Name :

Phone # :

Email :

Review Date :

Review Comments :

EAC Progress Report

Response ID:83 Data

1. Login

Please enter your userword and password to begin the Progress Narrative. If you require assistance or have any questions, please contact grants@eac.gov

2. Verification

3. EAC Progress Report

1. State or Territory:

Wyoming

2. Grant Number:

WY20101001-01

3. Report:

Annual (Oct 1 - Sept 30)

4. Grant:

Please select only one.

Election Security

5. Reporting Period Start Date

10/01/2019

6. Reporting Period End Date

09/30/2020

7. DUNS/UEI:

8. EIN:

9. Recipient Organization:

Organization Name

Wyoming Secretary Of State

Street Address

122 West 25th Street, Suite 100

City

Cheyenne

State

WY

Zip

82002

4. Progress and Narrative

10. Describe in detail what happened during this reporting period and explain how you implemented the approved grant activities.

During this reporting period much has happened as it pertains to the 2018/2020 grant funding:

- In November 2019, our Office conducted a cybersecurity conference with county clerks in preparation for the 2020 election year (reference question 15 for details). In addition to this specific cybersecurity event, we also provided grants to several of Wyoming's counties for physical and cybersecurity needs. Applicants were required to complete a form providing details of the need and the security issue being mitigated along with the estimated cost associated. After review, those two items were integrated in a contract with the county for the appropriate funding. The contract established timeframes and county responsibilities and requirements.

-Beginning in May 2019, our Office began the process of writing an RFP for the selection of a single voting equipment vendor for the State of Wyoming. The RFP was issued in August, reviewed by a committee of 10 (consisting of 4 WYSOS personnel and 6 current and former county clerks), with vendors providing in-person demonstrations in mid-October. Final vendor selection occurred in early January 2020 with the contract being finalized in early March 2020. Between March and May 1, 2020, in the middle of the COVID-19 Pandemic, ES&S and the WYSOS worked to ensure that all counties received all equipment necessary to conduct an election. Training occurred via WebEx or in-person during the months of May and early June. In July, additional in-person training was conducted in all counties. Ballot coding was provided for all 23 counties for both the primary and general election ballots in addition to having 2 ES&S personnel on-site in each county for both elections.

-Wyoming's voter registration system (WyoReg) is a very complex system which requires maintenance during the off-year. Maintenance on WyoReg began in March 2019 and concluded in February 2020. Modifications are detailed in the narrative below on project activities.

11. Provide a timeline and description of project activities funded to meet HAVA requirements. Provide an analysis of how such activities conform to the submitted State Plan or Program Narrative as applicable.

Voting Equipment:

A significant amount of these funds (\$2,273,739.84) was used to purchase new voting equipment for the entire State of Wyoming. Our Office developed a Request for Proposal (RFP) and after the review process, awarded the contract to a single voting equipment vendor. The monies were contracted for in March and the project is roughly 90% complete at this time. Additional training will be taking place early next year to train the counties on certain voting equipment software programs.

Security:

Our Office also provided grants to local Wyoming counties (\$124,461.01) in order to enhance their election security both physical and cyber. Prior to offering grants, our office worked with the U.S. Department of Homeland Security whose Protective Security Advisor visited each county and completed a thorough examination of the counties physical security as it

pertained to the maintenance, storage, and transportation of voting equipment. Recommendations for improving physical security were made. There were numerous security grants. A few examples for which the funds were used for are installing key card entries into their storage areas for voting equipment, installing security cameras in the voting equipment storage area, adding smart switches to segment their county networks, among others.

Voter Registration:

A total of \$174,064 of the funds were used to enhance the statewide voter registration system. These enhancements included modifications to help streamline the Federal Write-In Absentee Ballot (FWAB) process, numerous enhancements to reports, implementation of two-factor authentication, and the deployment of a redesigned interface to the statewide voter registration system.

Last reporting cycle, our office implemented several security upgrades, to include an update to Oracle. This database is used to enhance the security of our statewide voter registration system and therefore, these funds (\$63,000) went towards Oracle's Advanced Security licensing fees in order to encrypt Wyoming's data at rest.

12. Describe any significant changes to your program during the course of the project, or if the project was implemented differently than described in your original State Plan or Program Narrative.

Otherwise enter - no significant changes during this period.

No significant changes.

13. Describe any favorable developments which enabled meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned.

Otherwise enter N/A.

N/A.

14. Report on the number and type of articles of voting equipment obtained with the funds. Include the amount expended on the expenditure table.

Otherwise enter - No articles of voting equipment purchased during this period.

Model DS450 High Speed Digital Image Scanner (Includes Scanner, Steel Table/Cart, Start-up Kit, Dust Cover, Reports Printer, Audit Printer, Battery Backup, Two (2) USB Cables, and Two (2) Standard 8GB Memory Devices) - 9

Model DS200 Precinct Scanner (Includes Scanner, Internal Backup Battery, Plastic Ballot Box with Steel Door and e-Bin, Paper Roll and One (1) Standard 4GB Memory Device) - 310

Model DS200 WITHOUT Ballot Box (Includes Scanner, Internal Backup Battery, Carrying Case, Paper Roll and One (1) Standard 4GB Memory Device) - 8

Model DS200 (Includes Scanner, Internal Backup Battery, Collapsible Ballot Box, Soft-Sided Nylon Case, Paper Roll and One (1) Standard 4GB Memory Device) - 13

Plastic Ballot Box Bottom with Steel Door and e-Bin - 7

DS200 Hard Case (Briefcase Style) - 135

DS200 Soft-Sided Nylon Case - 69

Blue Tote Bin (For Plastic Ballot Box) - 300

Black Tote Bin (For Collapsible Ballot Box) - 13

Standard 4GB Memory Device (Additional) - 297

24" Precinct Supply Trolley - 140

ExpressVote Ballot Marking Device (Includes Terminal, Internal Backup Battery, ADA Keypad, Headphones, Power Supply with AC Cord, and One (1) Standard 4GB Memory Device) - 279

ExpressVote Soft-Sided Case - 279

ExpressVote Single Unit Table with Privacy Screen - 107

ExpressVote Tabletop Privacy Screen - 149

ExpressVote Printer (For Printing of ExpressVote Activation Cards) - 123

ExpressVote Tabulator (Includes Tabulator Terminal, Internal Backup Battery, Base Model Rolling Kiosk with Card Bin, Hub, ADA Keypad, Headphones, and One (1) Standard 4GB Memory Device) - 200

Reports Printer with Paper Roll - 200

ExpressVote Tabulator Card Bin (Additional) - 100

Compact Ballot On Demand Printer - 40

Ballot On Demand Laptop with Router - 40

Election Management System Hardware for Non-Modeming Counties (Dell Desktop Computer with Battery Backup, Symantec Endpoint Protection, Adobe Acrobat, Windows 7 Enterprise, and Report Printer) - 22

ElectionWare Software - PYO - 15

ElectionWare Software - Reporting Only - 7

Ballot On Demand SRS and MRS Software - 40

Symantec License and Windows 7 Enterprise License in Teton and Sublette Counties - 2

ExpressLink Software - 2

Media Burn - 5

15. Provide a description of any security training conducted and the number of participants.

Otherwise enter - no security training conducted during this period.

The 2019 Cyber Security Conference hosted by the Wyoming Secretary of State's Office featured a collaborative and in-depth discussion of the challenges and opportunities that face Wyoming's state and county officials in continuing to prepare for a safe, secure and accurate election cycle in 2020 and beyond.

The discussion of the 2019 Conference focused on integration of existing cyber security resources and general physical security resources with the practical and obtainable resources provided by the counties, the state, and some elements of the federal government. County clerks and staff from 18 counties along with 11 IT professionals from 11 counties, and staff from the Secretary of State's Office shared best practices, there was a total of 39 county employees at the conference.

Each county came prepared to face their own, and their counterparts' weaknesses. All participants were open to listen and offer feedback on each idea – old or new. More than ever before, these ideas and concepts are sure to form the foundation for further collaboration and increased preparedness. Certainly, areas of weakness were described and examined and those same weaknesses are more ready than ever to be addressed through further investment through those same methods the Conference touched upon. Superior strategy and planning is required in certain areas and in other areas several simple fixes and the implementation of best practices may suffice and help increase election security.

The discussion with the counties formed the basis for a broad discussion of upcoming topics at the state level that coordinate responses in between both the counties and the Secretary of State's Office at a level that provides for increased cooperation on cyber issues, physical security issues, and media/social media issues.

16. Subgrants (if applicable):

Describe how you made funds available to local jurisdictions.

Provide a description of the major categories of subgrant activities local voting districts will accomplish with the funds.

Otherwise enter N/A.

Our Office provided grants to local Wyoming counties (\$124,461.01) in order to enhance their election security both physical and cyber. Prior to offering grants, our office worked with the U.S. Department of Homeland Security whose Protective Security Advisor visited each county and completed a thorough examination of the counties physical security as it pertained to the maintenance, storage, and transportation of voting equipment. Recommendations for improving physical security were made. There were numerous security grants. A few examples for which the funds were used are: installing key card entries into their storage areas for voting equipment, installing security cameras in the voting equipment storage area, adding smart switches to segment their county networks, among others.

17. Match (if applicable):

Describe how you are meeting the matching requirement.

Otherwise enter - match not required.

The match requirement for both the 2018 and 2020 funds has been met via a statutory appropriation to the Election Readiness Account. General funds were appropriated by Wyoming's legislature in early 2019 to be used towards the purchase of new voting equipment and other HAVA-related activities. In late March 2020, the \$750,000 match was met by using these funds for the voting equipment project.

18. Issues Encountered:

Describe all major issues that arose during the implementation of the project and the reasons why established goals were not met, if appropriate. Address each issue separately in its own section, and describe whether and how the issues were resolved. Also, briefly discuss the implications of any unresolved issues or concerns.

Otherwise enter - no issues encountered.

Despite spending a good portion of this reporting period working under the pressure of conducting an election during the COVID-19 pandemic, no issues were encountered.

19. Upcoming Activities:

Provide a timeline and description of upcoming activities.

During the 2021 reporting period, we anticipate furthering our relationship with the county election and IT personnel to continue to work on strengthening the counties physical and cyber security postures. We would like to, again, hold a

cybersecurity conference and achieve 100% county participation. We will also be conducting additional maintenance on our voter registration application, continuing to increase our security and processes. Lastly, additional training will be provided by our voting system vendor on ballot coding functionality, hardware and software use and maintenance, and the "start-to-finish" processes of working through regular election year processes.

5. Expenditures

20. Current Period Amount Expended and Unliquidated Obligations

GRANT COST CATEGORIES

	Federal	Match
Voting Equipment:	\$2,273,739.84	\$750,000.00
Post-Election Auditing:		
Voter Registration Systems:	\$237,063.93	
Cyber Security:	\$124,461.01	
Communications:		
Total	\$2,643,421.56	\$750,000.00
Training	\$4,599.50	
Misc (Shredding/Shipping)	\$3,557.28	

OMB CONTROL NUMBER: 3265-0020

6. Certification

Name and Contact of the authorized certifying official of the recipient.

First Name

Kyndra

Last Name

Herrera

Title

Financial Program Manager

Phone Number

Email Address

Signature of Certifying Official:

A handwritten signature in black ink, appearing to read 'Kyndra Herrera', written on a white background.

Signature of: Kyndra Herrera

7. Report Submitted to EAC



Thank you, your progress report has been submitted to EAC. Please keep the PDF download of your submission as grant record.